

STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE

Wednesday, December 7, 2016

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Robin K. Lattimer, Chair John V. Malter	K. Michael Hanna, Vice Chair Robert V. Nichols	Dan C. Farrand
STAFF:	Jack K. Wheeler Jennifer Prossick Andy Morse	Mitchell Alger Langdon Holmes	Eric Rose Amy Dlugos
LEGISLATORS:	Joseph J. Hauryski Steven P. Maio	Kelly H. Fitzpatrick	Hilda T. Lando
OTHERS:	Mary Perham Larkin Podsiedlik, Executive Director, Cornell Cooperative Extension		

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 10:00 a.m. and asked Mr. Nichols to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 2, 2016, MEETING MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Planning

1. **Modifying and Adopting Agricultural District No. 2 as a Result of the Eight-Year Review –**

Mrs. Dlugos requested the committee modify and adopt Agricultural District No. 2 as a result of the eight-year review. This district encompasses Bath, Bradford, Wayne and a portion of Thurston. As a result of the eight-year review, they saw increased acreage of 4,500, although the composition remains the same.

MOTION: MODIFYING AND ADOPTING AGRICULTURAL DISTRICT NO. 2 AS A RESULT OF THE EIGHT-YEAR REVIEW MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **2017 Contracts** – Mrs. Dlugos presented her 2017 contracts for approval. Mr. Farrand asked how is funding distributed to the Bath Sno Flakes? Mrs. Dlugos replied we received funding twice a year from the New York State Snowmobile Grant and then distribute to each snowmobile club. Only two clubs in our County are eligible to receive the funding; Bath Sno Flakes and Quad County Snowmobile Club. Their reimbursement is based on the miles of trails in the State system, as well as the type of trail (primary or secondary).

MOTION: APPROVING THE FOLLOWING 2017 CONTRACTS TO BE PAID FOR OUT OF THE ECONOMIC DEVELOPMENT FUND: STEUBEN COUNTY INDUSTRIAL DEVELOPMENT AGENCY - \$45,000; APPROVING THE FOLLOWING 2017 CONTRACTS TO BE PAID FOR OUT OF GENERAL FUND: BATH SNO FLAKES - \$36,000; FIRST TRANSIT - \$24,233; MARVIN RETHMEL (CODE ENFORCEMENT OFFICER) - \$17.00 PER HOUR; QUAD COUNTY SNOWMOBILE CLUB - \$10,000; SOUTHERN TIER LIBRARY SYSTEM - \$99,500; AND STEUBEN COUNTY FEDERATION OF CONSERVATION CLUBS - \$3,000; APPROVING THE FOLLOWING 2017 CONTRACTS TO BE PAID FOR OUT OF ROOM TAX: ARTS OF THE SOUTHERN FINGER LAKES - \$35,700; BATH CHAMBER OF COMMERCE, INC. - \$5,000; FINGER LAKES TOURISM ALLIANCE - \$18,500 WITH \$7,000 DEDICATED FOR MARKETING; FINGER LAKES WINE COUNTRY - \$105,000; GREATER CORNING AREA CHAMBER OF COMMERCE - \$20,000; GREATER HAMMONDSPORT CHAMBER OF COMMERCE - \$15,000; HORNELL AREA ARTS COUNCIL - \$7,500; HORNELL AREA CHAMBER OF COMMERCE - \$5,000; STEUBEN COUNTY DAIRY FESTIVAL - \$1,000; AND STEUBEN COUNTY CONFERENCE AND VISITORS' BUREAU - \$749,815 WITH \$35,000 DEDICATED FOR FRONT-LINE TRAINING; AND AUTHORIZING A CONTRACT WITH SARA E. GOLDEN D/B/A THE GOLDEN CUP – VENDOR TO PAY COUNTY \$300 PER MONTH MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Bus Purchase** – Mrs. Dlugos requested authorization to purchase three replacement buses. The purchase is being funded by Federal and State funding, with First Transit paying the local share. The buses are being procured through the adult bus contract through New York State. The New York State Department of Transportation has approved this purchase. These buses are 21 passenger with two wheelchair locations. We anticipate delivery by June or July.

Mr. Malter asked what happens to the old buses? Mrs. Dlugos replied it depends on their condition. Usually we dispose of them at auction and 10 percent of the proceeds go back to First Transit, with the remainder to the County. Generally we keep them as a backup.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO PURCHASE THREE REPLACEMENT LOT F BUSES FROM ALLIANCE BUS GROUP MADE BY MR. FARRAND. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **RFP for Grant Administration for Woodlands Community Water and Sewer Project** – Mrs. Dlugos informed the committee that Thursday morning we expect to receive notification of award of the Community Development Block Grant (CDBG) for the Woodlands Community Water and Sewer Project. In anticipation of that award, she requested authorization to put out an RFP for the grant administration of that project.

MOTION: AUTHORIZING THE PLANNING DIRECTOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR THE GRANT ADMINISTRATION OF THE WOODLANDS COMMUNITY WATER AND SEWER PROJECT, CONTINGENT UPON AWARD OF THE COMMUNITY DEVELOPMENT BLOCK GRANT MADE BY MR. FARRAND. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Community Housing and Development Monitoring Visit** – Ms. Lattimer commented that she had received correspondence regarding an upcoming monitoring visit. Mrs. Dlugos stated that this monitoring visit is with regard to two old housing rehabilitation grants. We have had to do monitoring visits in the past for the economic development grant.

B. Buildings & Grounds

1. **2017 Maintenance Contracts** – Mr. Rose presented his 2017 maintenance contracts for approval.

MOTION: APPROVING THE FOLLOWING 2017 MAINTENANCE CONTRACTS FOR BUILDING & GROUNDS: AFP GROUP, INC. – INSPECTION AND MAINTENANCE FOR FIRE PROTECTION SYSTEM FOR COMPUTER ROOM (\$1,040); DAVIS-ULMER SPRINKLER – INSPECTION AND TESTING OF SPRINKLER SYSTEM AND BACK FLOW PREVENTER – PULTENEY SQUARE COMPLEX, HUMAN SERVICES BUILDING, CORNING COURTHOUSE AND 911 BUILDING (\$3,890), INSPECTION, TESTING AND MONITORING OF FIRE ALARM SYSTEM AT PUBLIC HEALTH, SENECA ROAD, HORNELL (\$700) AND INSPECTION AND TESTING OF SPRINKLER SYSTEM AT PUBLIC SAFETY BUILDING (\$1,800); EASTERN SECURITY – INSPECTION, TESTING, MAINTENANCE AND MONITORING OF FIRE AND SECURITY SYSTEMS IN HORNELL COURTHOUSE, HORNELL DMV, CORNING COURTHOUSE, CORNING DMV, BALCOM HOUSE AND OLD HEALTH CARE FACILITY (\$3,395.40); EMERGENCY POWER SYSTEMS – MAINTENANCE OF GENERATOR AT THE 911 AND CIVIL DEFENSE BUILDING (\$895 FOR 911 AND \$595 FOR CIVIL DEFENSE); FIRE ALARM SERVICE TECHNOLOGY – MONITORING, INSPECTION, TESTING AND MAINTENANCE OF THE EQUIPMENT FOR THE FIRE ALARM SYSTEMS AND MONITORING EQUIPMENT OF THE MAIN OFFICE BUILDING, BATH COURTHOUSE, COUNTY CLERKS, SURROGATES AND THE HUMAN SERVICES BUILDING (\$3,762/MAINTENANCE AND \$300/MONITORING); IMPERIAL DOOR CONTROLS – INSPECTION AND MAINTENANCE ON POWER DOOR OPERATORS (\$540 - \$180/OPERATOR); SCHINDLER ELEVATOR – ELEVATOR MAINTENANCE – COB, COURTHOUSE, CLERKS/SURROGATES, HUMAN SERVICE BUILDING, CORNING COURTHOUSE AND OLD HEALTH CARE FACILITY (\$17,808), MENTAL HEALTH BUILDING (\$1,835), PUBLIC WORKS PRETREATMENT PLAN (\$1,835); SDS OF NY – REFUSE REMOVAL (\$798 HORNELL COURTHOUSE, \$700.20 CORNING COURTHOUSE, \$984 CORNING MENTAL HEALTH AND \$1,530 BATH MENTAL HEALTH); SOUTHERN TIER FIRE EXTINGUISHER – TESTING AND MAINTENANCE OF FIRE EXTINGUISHERS (\$500); THE TRANE COMPANY – CHILLER MAINTENANCE (\$36,668 COUNTY COMPLEX AND 911 BUILDING, \$21,372 PUBLIC SAFETY BUILDING); AND WEST FIRE SYSTEMS, INC. – TESTING AND MAINTENANCE OF THE 911 FIRE ALARM (\$900) MADE BY MR. FARRAND. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. County Manager

1. **Contract – Livingston County Weights & Measures** – Mr. Wheeler requested authorization to renew the contract with Livingston County Weights & Measures for 2017. The price is remaining the same at \$55,000 plus mileage reimbursement.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH LIVINGSTON COUNTY WEIGHTS & MEASURES FOR 2017, AT THE RATE OF \$55,000 ANNUALLY PLUS MILEAGE REIMBURSEMENT MADE BY MR. HANNA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

V. **OTHER BUSINESS**

A. *Appointments to Marsh Ditch Watershed Protection District Administrative Board* – Ms. Lattimer stated that we received a letter from the Steuben County Soil and Water Conservation District recommending Steve Hoeffner and William Phelps be appointed to the Marsh Ditch Water Shed Protection District Administrative Board.

MOTION: RECOMMENDING THE APPOINTMENTS OF STEVE HOFFNER AND WILLIAM PHELPS TO THE MARSH DITCH WATERSHED PROTECTION DISTRICT ADMINISTRATIVE BOARD MADE BY MR. NICHOLS. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. *Cornell Cooperative Extension Annual Dinner* – Ms. Podsiedlik informed the committee that they will be holding their annual dinner on Thursday, December 8, 2016, at 6pm at the Bath Fire Hall. This year, the annual dinner will actually be an appreciation dinner, including awards. Assemblyman Palmesano and Senator O’Mara will be speaking.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, January 4, 2017

9:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, December 28, 2016